

# Lewdown Grouped Parish Council

## Coryton, Lewtrenchard, Marystow and Thrushelton

These minutes are provisional until they have been agreed and then signed by the chairman at the next Parish Council meeting.

Minute No 739

Monday 24<sup>th</sup> May 2021 held at Lewdown Victory Hall commencing at 7.30pm

### Annual Grouped Meeting

Present: Cllrs A. Harrop (chair), T. Andrews (vice chair), S. Crocker, T. Dawe, G. Metherall, N. Perkins, T. Southcott, O. Vanstone, B. Wilkinson.  
Cllr L. Samuel DCC, P van Delft (clerk)

Meeting opened 7.38pm

1. Chair's welcome + annual report – A report was not provided last year due to the Corona virus government restrictions therefore this report covers two years. In the past 24 months the Air Ambulance landing lights funded by parishioners and a grant from DCC have been installed. The Ramps has been registered with DCC Village Greens, fund raising for the play equipment at the Ramps has continued. Wig Wag lights have been purchased and installed, this was made possible with the parishioner's fund raising and grants from DCC. 41 planning applications have been considered. A working party has been set up to deal with the safety and speeding concerns on the c822, a speed watch team has also been set up. Devon highways has agreed to implement a 30mph limit replacing the current 40mph however the council will continue to work to ensure that the 30mph limit is extended further along the east bound towards the former Jethro's site. Other safety measures have also been provided to D.H.
2. Apologies for absence: Cllr Yeo and Cllr Mott
3. Appointment of Officers for the following seats were fully supported;
  - 3.1 Election of Chair – Cllr Harrop was proposed by Cllr Crocker, seconded by Cllr Dawe
  - 3.2 Election of Vice Chair – Cllr Andrews was proposed by Cllr Metherall, seconded by Cllr Vanstone
  - 3.3 Election of Tree Warden – Cllr Wilkinson was proposed by Cllr Southcott, seconded by Cllr Andrews
  - 3.4 Election of Police & Crime Commissioner Council representative – Cllr Southcott was proposed by Cllr Andrews, seconded by Cllr Vanstone
  - 3.5 Election of WDBC Superlinks representative – Cllr Andrews was proposed by Cllr Harrop, seconded by Cllr Perkins
  - 3.6 Election of 'The Ramps' Caretaker – Cllr Wilkinson was proposed by Cllr Andrews, seconded by Cllr Dawe.
4. Annual Grouped Meeting closed 7.52

*Peter van Delft*

*Lewdown Grouped Parish Clerk*

#### Parish Councillors

Andrew Harrop (Chair): Tom Andrews (Vice chair):

Sylvia Crocker: Trevor Dawe: George Metherall: Nicola Perkins: Terry Southcott: Owen Vanstone: Brian Wilkinson: Graham Yeo:

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### Minute No 739 Ordinary Meeting

Meeting opened 7.53

1. Chair welcomed everyone present. Cllr Vanstone thanked the Chair for guiding the council through the period of government restrictions, council business had been maintained by means of virtual meetings using Zoom, council members showed their supportive appreciation.
2. Members of the public open forum 2 members present. Concerns over the council progress for the safety and speeding issues on the C822 were voiced. A stage two complaint had been lodged by a developer against WDBC over issues relating management of a planning application.
3. Minutes of previous meetings 737 & 738 being a true reflection of those meetings were approved and signed. Proposed Cllr Southcott, seconded Cllr Andrews
4. Speed-limits and safety on the C822 – Cllr Samuel (DCC) introduced herself as our new Cllr. She was aware of the issues relating to the issue and wished to get better acquainted with the issues shortly, she also suggested that she would like to be present at the beginning or end of a school day to experience firsthand the problems concerned.
5. The Parish's groups and associations open forum – No groups or associations present.
6. Planning – Reference 3960/19/HHO – Readvertisement (revised plans received) householder application for erection of residential shed and log store for woodland management.  
Address – Lee Cottage, Coryton, Okehampton, EX20 4PE  
Council decision – Support, proposed by Cllr Andrews, seconded by Cllr Croker, one Cllr abstained
7. Foul water and storm water discharge into existing village system. South West Water had been contacted to explain how the existing foul and surface water system worked in the village and how it will manage proposed new developments. SWW responded stating that since 2018 surface water from any new developments would need to go into existing water courses. There was sufficient capacity in the existing foul water system to deal with the additional developments. The chair suggested that SWW should be contacted again to ask when surveys had been held and when any new surveys are scheduled.
8. Reports from Cllr Mott (WDBC) – A May report had been circulated to all members.
9. Finance – Annual Governance & Accountability Returns were read and approved
  - 9.1 Asset register
  - 9.2 Certificate of Exemption
  - 9.3 Audit - Annual Governance Statement 2020-21
  - 9.4 - Accounting Statement 2020-21
  - 9.5 - Internal Audit Report
  - 9.6 Confirmation of the dates for the period for the exercise of public rights has been set for the period 14<sup>th</sup> June – 23<sup>rd</sup> July.

Proposed Cllr Wilkinson, seconded by Cllr Andrews, signed by the Chair Cllr Harrop.

#### 10. Finance

- 10.1 Authorised payments included: Dean Elliot – Grass cutting £ 50.00  
Caroline Harris Bookkeeping Services – Payroll services £150.00

*Peter van Delft*

*Lewdown Grouped Parish Clerk*

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W.D.B.C. – Dog Bin emptying service	£143.52
BHIB – Parish Insurance	£368.37
Mr A. Harrop – Zoom meetings	£ 28.78
DALC – Annual subscription	£179.58
P. van Delft – clerk salary (April – May)	£292.00
HMRC – PAYE	£ 61.60
Lewdown Victory Hall – grant aid for PPE equipment	£ 100.00
Lewdown Victory Hall – grant aid for PPE equipment	£ 147.50
Stowford Parish Hall – grant aid for PPE equipment	£ 247.50
P. van Delft – clerk administration supplies	£ 50.00

It was resolved to approved payments, proposed Cllr Crocker, seconded Cllr Perkins

10.2 R.F.O Reported a combined credit balance of £20,188.87, proposed by Cllr Andrews, seconded by Cllr Vanstone

10.3 Bank signatory update- removal and additions. It was resolved to add Cllr Andrews and Cllr Wilkinson to the list of approved signatories.

10.4 Future payments – return to cheques or continuation of bacs. It was resolved to continue with payment by means of ‘bacs’, standing orders will need to be amended.

11. Reports from councillors: Cllr Andrews asked about check ups for the landing lights, the clerk informed that several telephone calls had been made to get an engineer to check the equipment, this will be perused again. Cllr Wilkinson reported that it was still too early to observe if Ash dieback was present on the trees. Many trees had been felled in Lewtrenchard Estate, some felled trees did present a public hazard, Cllr Harrop will report to D.H. Cllr Southcott reported that the Speedwatch team needed a few more volunteers. Cllr Crocker informed that a new garden building had been erected at a property near Moorview Cross, had planning permission been granted for the structure, Cllr Southcott to enquire.
12. The ramps – plans/planning & fundraising. Cllr Perkins reported that she was in the process of asking for funding from the National Lottery and wished to know if the council still wished her to continue with the application, the council agreed that this was still necessary.
13. The ramps – bench repairs/renewal. Cllr Wilkinson reported that he had obtained a quote for £120 to replace the wood, and additional quote is to be sought. A WDBC grant maybe available.
14. Lewtrenchard W.I. proposal for a nature trail at the Ramps. It was resolved to support the initiative in principle, L.W.I. to liaise with Cllr Wilkinson. Proposed by Cllr Metherall, seconded by Cllr Wilkinson.
15. Emergency plan – booklet and plan update. The booklet was now ready for distribution, Cllr Southcott suggested that individual parish councillors distribute the booklet in their parish. Work still needed to complete the detailed plan.

*Peter van Delft*

*Lewdown Grouped Parish Clerk*

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16. Councillor and Snow-warden vacancies. Cllr Vanstone mentioned that he thought he knew of a parishioner who may be interested in the position of councillor. The clerk was registered as a Snow warden with D.H, it was suggested that councillors contact the clerk and the clerk would contact councillors if issues arose. Grit stores were being held at Cllr Metherall's property.
17. Virtual meeting service for public attendees. It was resolved that the contract with Zoom would be cancelled. Public access to meetings via the internet maybe possible in the future subject to service accessibility and government legislation.
18. Correspondence – Great British Spring Clean “Keep Britain Tidy” campaign will start on 28<sup>th</sup> May – 13<sup>th</sup> June.

Items to be included in the next meeting: Commemorative V.E Day plaque – cost and inscription, Standing Orders, South West Water,

Meeting closed 9.45

Date, place and time of next meeting 26<sup>th</sup> July, at Lewdown Victory Hall, 7.30pm

*Peter van Delft*  
*Lewdown Grouped Parish Clerk*

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